



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 303 Potter Street (District 13 – Ald. Arntsen)  
**Application Type:** Demolition Permit  
**Legistar File ID #** [54838](#)  
**Prepared By:** Colin Punt, Planning Division  
Report Includes Comments from other City Agencies, as noted  
**Reviewed By:** Kevin Firchow, AICP, Principal Planner

## Summary

**Applicant/Owner:** Eric Kestin; 502 Edgewood Ave.; Madison, WI 53711

**Contact:** Jacob Morrison; MoTis; 841 W. Lakeside St.; Madison, WI 53715

**Requested Action:** The applicant requests approval of a demolition permit to demolish an existing single-family house and construct a new single-family residence in the TR-C2 (Traditional Residential – Consistent 2) zoning district at 303 Potter Avenue. The proposal is subject to the standards for Demolition and Removal Permits.

**Proposal Summary:** The applicant proposes to demolish an existing one-story single-family residence and construct a new one-and-one-half-story single-family residence at 303 Potter Avenue.

**Applicable Regulations & Standards:** This proposal is subject to the standards for Demolition and Removal Permits [M.G.O. §28.185(7)].

**Review Required By:** Plan Commission

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find that the standards for demolition and removal are met and **approve** the request to demolish a single-family residence and construct a new single-family residence in the TR-C2 (Traditional Residential – Consistent 2) zoning district at 303 Potter Avenue. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

## Background Information

**Parcel Location:** The 7,200-square-foot (approximately 0.17-acre) subject property is located on the southwest corner of the intersection of Potter Avenue and Lake Court, across Potter Street from Franklin Elementary School. The site is within Aldermanic District 13 (Ald. Arntsen) and the Madison Metropolitan School District.

**Existing Conditions and Land Use:** The subject site includes an existing 1,063-square-foot, one-story single-family house, originally constructed in 1904. It contains two bedrooms, one and one-half bathrooms, and three enclosed porches.

**Surrounding Land Use and Zoning:**

North: Franklin Elementary School, zoned TR-C2 (Traditional Residential – Consistent 2);  
South: Single-family and two-unit houses zoned TR-C2 and TR-C3 (Traditional Residential – Consistent 3);  
East: Across Lake Court, single-family homes, zoned TR-C2; and  
West: Single-family homes, zoned TR-C2.

**Adopted Land Use Plan:** The [Comprehensive Plan](#) (2018) recommends Low Residential (<15 dwelling units/acre) uses for the subject parcel. The [Bay Creek Neighborhood Plan](#) (1991) recommends low-medium density single-family land uses (8-15 dwelling units/acre) and general actions to better maintain existing housing. The [South Madison Neighborhood Plan](#) (2005) has no specific recommendations for this site, but recommends the preservation of low-density neighborhoods and housing stock in predominantly residential areas

**Zoning Summary:** The property is zoned TR-C2 (Traditional Residential-Consistent 2).

Requirements	Required	Proposed
Lot Area (sq. ft.)	4,000	7,200
Lot Width	40 ft	60 ft
Front Yard Setback	20 ft	22'5"
Max. Front Yard Setback	30 ft	22'5"
Side Yard Setback	6 ft	6', 6'4"
Rear Yard Setback	30 ft	38'7"
Usable Open Space	750 sq ft	2310 sq ft
Maximum Lot Coverage	65%	39%
Maximum Building Height	2 stories/35 ft	23'7"

<b>Other Critical Zoning Items</b>	Utility Easements
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*Tables Prepared by Jacob Moskowitz, Assistant Zoning Administrator*

**Environmental Corridor Status:** The property is not located in a mapped environmental corridor.

**Public Utilities and Services:** This property is served by a full range of urban services.

**Project Description, Analysis, and Conclusion**

The applicant is seeking Plan Commission approval for a demolition and removal permit. The applicant is proposing to demolish an existing single-family residence at 303 Potter Street to replace it with a new single-family residence. The existing house is a one-story, 1,063-square-foot, two bedroom single-family home with one-and one-half baths. It was originally built in 1904. Applicant provided [photos](#) show a house last updated several decades ago, with several enclosed porches and additions not original to the structure, including a small windowless addition off the front. A small gravel parking area is accessed off Lake Court and a small shed sits in the backyard.

The proposed new residence is a two-story house with a total footprint, including a one-stall attached garage and screened porch, of 2,172-square feet. The proposed house has three bedrooms and two-and-one-half bathrooms. The front-facing one-stall garage is accessed via a new driveway on Potter Street. A partial second floor includes two bedrooms, a bathroom, and a large area open to the living/dining area below with a lantern dormer. The front façade features a large stone chimney, a small front porch, and the one-stall garage door. The house will be finished with stained shingle siding, stone base and chimney, painted columns and trim, and asphalt roof shingles.

The applicant also plans to build a wooden fence around the backyard, which includes a portion along Lake Court. The applicant plans to begin demolition in spring 2019, with construction completion scheduled for winter or spring 2020.

This request is subject to the standards for demolition permits. In order to approve a demolition request, M.G.O §28.185(7) requires that the Plan Commission must find that the requested demolition and proposed use are compatible with the purpose of the demolition section and the intent and purpose of the Traditional Residential-Consistent (TR-C) zoning districts. The statement of purpose for TR-C districts says, in part:

- The TR-C Districts are established to stabilize, protect and encourage throughout the City the essential characteristics of the residential areas typically located on the Isthmus, near East and near West portions of the City, and to promote and encourage a suitable environment for family life while accommodating a full range of life-cycle housing. The districts are also intended to:
- (a) Promote the preservation, development and redevelopment of traditional residential neighborhoods in a manner consistent with their distinct form and residential character.
  - (b) Ensure that new buildings and additions to existing buildings are designed with sensitivity to their context in terms of building placement, facade width, height and proportions, garage and driveway placement, landscaping, and similar design features.
  - (c) Maintain and improve the viability of existing housing of all types, while providing for updating of older housing in a context-sensitive manner.

The demolition standards further state that the Plan Commission shall consider and may give decisive weight to any relevant facts including impacts on the normal and orderly development of surrounding properties and the reasonableness of efforts to relocate the building. Furthermore, the proposal should be compatible with adopted plans. Finally, the demolition standards state that the Plan Commission shall consider the report of the City's Historic Preservation Planner regarding the historic value of the property as well as any report submitted by the Landmarks Commission.

The [Comprehensive Plan](#) (2018) recommends Low Residential uses for the subject parcel. Low Residential areas are predominantly composed of single-family and two-unit structures, and include fewer than 15 dwelling units per acre. The [Bay Creek Neighborhood Plan](#) (1991) recommends low-medium density single-family land uses (8-15 dwelling units/acre). It also recommends general actions to better maintain existing housing. The [South Madison Neighborhood Plan](#) (2005) has no specific recommendations for this site. It does recommend the preservation of "single-family and two-family [neighborhoods] in the predominantly residential areas," and preservation of "the predominantly single- and two-family housing stock," with the exception of redevelopment sites located along major transportation corridors. While the applicant is not proposing to maintain or rehabilitate the existing housing, staff believes that the proposal could be found compatible with the adopted plans.

The Landmarks Commission considered the demolition of the existing house at 303 Potter Street at its February 11, 2019 meeting. The Commission found that the existing building had no known historic value.

Because of the condition of the existing house and scale of the approved house within the context of the neighborhood, the Planning Division believes that the applicable demolition approval standards can be found met with the recommended conditions.

At the time of report writing, Staff was not aware of public comment regarding this proposal.

## Recommendation

### Planning Division Recommendation (Contact Colin Punt, (608) 243-0455)

The Planning Division recommends that the Plan Commission find that the standards for demolition and removal are met and **approve** the request to demolish an existing single-family residence and construct a new single-family residence at 303 Potter Avenue. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

### **Recommended Conditions of Approval**

Major/Non-Standard Conditions are Shaded

### Planning Division (Contact Colin Punt, (608) 243-0455)

1. Label materials, colors, and heights on building elevations.
2. Label finished grade elevation at building corners on site plan.

### Zoning Administrator (Contact Jacob Moskowitz, (608) 266-4560)

3. Section 28.185(7)(a)5 requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Bryan Johnson (608-266-4682).
4. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
5. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(7)(a)5 shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.

### Engineering Division (Contact Tim Troester, (608) 267-1995)

6. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building which is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. The permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
7. The site plans shall be revised to show the location of all rain gutter down spout discharges.
8. The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement.
9. The Applicant's project requires the minor restoration of the street and sidewalk. The Applicant shall obtain a Street Excavation Permit for the street restoration work, which is available from the City Engineering Division. The applicant shall pay all fees associated with the permit including inspection fees. (MGO 16.23(9)(d)(6)) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

**Engineering Division - Mapping** (Contact Jeffrey Quamme, (608) 266-4097)

10. The new residential dwelling will be in very close proximity to overhead utility lines. Applicant is advised to contact Madison Gas and Electric to confirm and required clearance requirements.

**Fire Department** (Contact Bill Sullivan, (608) 261-9658)

11. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D. Additional information is available at the Home Fire Sprinkler Coalition website: <https://homefiresprinkler.org/building-with-fire-sprinklers/>
12. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Tracy Burrus at [tburrus@cityofmadison.com](mailto:tburrus@cityofmadison.com) or (608)266-5959.

**Parks/Forestry Division** (Contact Brad Hofmann, (608) 267-4908)

13. An existing inventory of trees (location, species, & DBH) and any tree removal plans (in PDF format) shall be submitted to the plans and Brad Hofmann – [bhofmann@cityofmadison.com](mailto:bhofmann@cityofmadison.com) or 266-4816. All proposed street tree removals within the right of way shall be reviewed by City Forestry. Approval and permitting of street tree removals shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan.
14. City Forestry will issue a removal permit for 27" diameter Honeylocust (ID# 1596) street tree due driveway installation. Please contact Brad Hofmann – [bhofmann@cityofmadison.com](mailto:bhofmann@cityofmadison.com) or 266-4816 to obtain the street tree removal permit.
15. Contractor shall contact City Forestry Brad Hofmann [bhofmann@cityofmadison.com](mailto:bhofmann@cityofmadison.com) or 266-4816 at least one week prior to planting to schedule inspecting the nursery stock and review planting specifications with the landscaper.
16. Additional street trees are needed for this project. All street tree planting locations and trees species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brad Hofmann – [bhofmann@cityofmadison.com](mailto:bhofmann@cityofmadison.com) or 266-4816. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction.